

Oral health for adults in care homes Committee meeting

Date: 09/09/2015 & 10/9/2015

Location: NICE Manchester office, Level 1A, City Tower, Piccadilly Plaza
Manchester M1 4BT

Minutes: Final

| Committee members present: | |
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| Paul Lincoln (Chair) | (Present for items 1 – 12) |
| Ralph Bagge | (Present for items 1 – 12) |
| Ruth Hall | (Present for items 8 – 12) |
| Matthew Taylor | (Present for items 1 – 12) |
| Jeremy Wight | (Present for items 1 – 12) |
| Ann Williams | (Present for items 1 – 12) |
| Joanne Charlesworth (Topic expert member) | (Present for items 1 – 12) |
| Michael Donaldson (Topic expert member) | (Present for items 1 – 12) |
| Sabrina Fuller (Topic expert member) | (Present for items 1 – 12) |
| Elizabeth Kay (Topic expert member) | (Present for items 1 – 7) |
| Sheila Welsh (Topic expert member) | (Present for items 1 – 12) |
| Victoria Elliot (Coopted topic expert member) | (Present for items 1 – 12) |

In attendance:

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|-----------------|--|----------------------------|
| Simon Ellis | Associate Director, NICE | (Present for items 1 – 12) |
| Linda Sheppard | Senior Technical Analyst, NICE | (Present for items 1 – 12) |
| Ella Fields | Senior Technical Analyst, NICE | (Present for items 1 – 12) |
| Denise Jarrett | Assistant Project Manager, NICE | (Present for items 1 – 12) |
| Lesley Owen | Technical Advisor – Health Economics, NICE | (Present for items 1 – 6) |
| Andrew Cleaves | Senior Researcher, CEDAR | (Present for items 1 – 4) |
| Dr Fasihul Alam | Senior Research Fellow, Swansea University | (Present for items 4) |
| Vicki Jones | Clinical Director, Community Dental Services Aneurin Bevan University Health Board | (Present for items 4) |
| Sue Greening | Clinical Director, Community Dental Services Aneurin Bevan University Health Board | (Present for items 4) |
| Louisa Regan | Implementation Advisor, NICE | (Present for items 5) |
| Anna Brett | Implementation Advisor, NICE | (Present for items 5) |

Apologies:

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| Pepetua Chisenga | Topic expert member |
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Day 1

1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the 5th and 6th meetings on Oral health for adults in care homes. The Committee members and attendees introduced themselves.

No members of the public asked to observe the meeting.

The Chair informed the Committee that apologies had been received. These are noted above.

It was noted that core committee recruitment was ongoing and new members would

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join PHAC E shortly.

The Chair outlined the objectives of the meeting, which included:

- consider the findings of the health economic analyses
- hear expert testimony about oral health and disability, including younger adults
- agree the draft recommendations, considerations and key research recommendations.

2. Confirmation of matter under discussion, and declarations of interest

The Chair confirmed that, for the purpose of managing conflicts of interest, the matter under discussion was approaches to promoting and protecting oral health and ensuring access to dental treatment for adults in nursing and residential care homes.

The Chair asked everyone to verbally declare any interests that have arisen since the last meeting

| Name | Job title, organisation | Declarations of Interest, date declared | Type of interest | Decision taken |
|--------------|---|--|---|-------------------------|
| Paul Lincoln | Chief Executive, UK Health Forum | Visiting Professor Chester University | Personal / Non-financial / non specific | Declare and participate |
| Sheila Welsh | Senior Public Health Research Officer, NHS Ayrshire & Arran | Volunteer member of Alzheimer Scotland's Scottish dementia carers action network | Personal / Non-financial / non specific | Declare and participate |

The Chair and a senior member of the Developer's team noted that the interests declared did not prevent the attendees from fully participating in the meeting.

3. Minutes of last meeting

The Chair asked the Committee if they wanted any changes made to the minutes of the last meeting. The Committee agreed that the minutes were a true and accurate

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account of the meeting.

The Chair confirmed that all matters arising had been completed or were in hand.

4. Presentations

The Chair introduced Andrew Cleaves from CEDAR, who gave a presentation on Oral health in care homes: economic analysis

Dr Fasihul Alam, joined the meeting via teleconference

The committee discussed the issues and the Chair thanked CEDAR for their presentation

The Chair introduced Sue Greening and Vicki Jones, clinical directors from Community Dental Services Aneurin Bevan University Health Board, who gave a presentation on Oral health and disability for young people in care homes

The committee discussed the issues and the Chair thanked Sue and Vicki for their presentation

Action: NICE to make the presentation used by Vicki and Sue available to the Committee following the meeting

The Committee thanked Andrew, Sue and Vicki for their presentations and contributions to the development of the guideline.

5. Questions and discussion

The Chair introduced Louisa Regan and Anna Brett, Implementation Advisors, NICE who led discussion on the possible content of the implementation chapter of the guideline.

The Committee discussed the challenges and barriers to implementing the recommendations contained within the draft guideline.

6. Recommendations development

The committee reviewed the recommendations that they had made at previous meetings and made some amendments to them based on the evidence presented.

7. Any other business

There were no additional matters arising. The Chair thanked the group for their work and closed the first day of the meeting.

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Day 2

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| 8. Welcome and objectives for the meeting |
| The Chair welcomed the committee to the second day of the meeting. |
| 9. Confirmation of matter under discussion, and declarations of interest |
| The Chair confirmed that, for the purpose of managing conflicts of interest, the matter under discussion was approaches to promoting and protecting oral health and ensuring access to dental treatment for adults in nursing and residential care homes. |
| The Chair asked everyone to verbally declare any interests that have arisen since the last meeting |
| There were no further declarations made. |
| 9. Drafting recommendations and considerations |
| The committee continued to review their draft recommendations and make further changes to them. |
| Matthew Taylor did not participate during discussions on the use of xylitol chewing gum due to a previously declared conflict of interest. |
| 10. Finalising draft recommendations and considerations |
| Following discussion, the committee finalised their recommendations. |
| 11. Next steps |
| Simon Ellis set out the next steps in the process |
| 12. Any other business |
| There were no additional matters arising. The Chair thanked the group for their work and closed the meeting. |

Date of next meeting: 01/03/2016 & 2/3/2016

Location of next meeting: NICE Manchester office, Level 1A, City Tower, Piccadilly Plaza, Manchester, M1 4BT